

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Your Email Address]  
[Your Phone Number]  
[Date]  
[Recipient's Name]  
[Company's Name]  
[Company's Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my interest in the [Job Position] at MLhuillier, as advertised [where you found the job listing]. With my background in [your relevant experience or skills], I am confident in my ability to contribute effectively to your team.

In my previous role at [Your Previous Company], I successfully [mention relevant tasks or achievements]. This experience has equipped me with the skills needed to excel in a fast-paced environment while maintaining a high level of accuracy.

I am particularly drawn to this position at MLhuillier because [mention why you are interested in the company or position]. I admire [specific aspect of the company or its mission], and I am eager to be a part of such an esteemed organization.

I have attached my resume for your consideration. I would welcome the opportunity to discuss how my skills and experiences align with the needs of your team. Thank you for considering my application. I look forward to the possibility of contributing to MLhuillier.

Sincerely,  
[Your Name]